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Transportation

CUSTOMS--EUROPE



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This instruction implements AFR 24-4, *Customs and Border Clearance*. It explains how to operate and manage the Military Customs Inspection Program (MCIP) within the United States Air Forces Europe (USAFE). This instruction applies to all personnel assigned to or traveling across the USAFE area of responsibility. It outlines exit requirements to prevent the movement of illicit drugs, foreign agricultural pests, and contraband from the European Command (EUCOM) to the US via the Defense Transportation System (DTS). It does not apply to units assigned to Air National Guard or Air Force Reserve unless they are deployed within EUCOM. It explains customs inspection and border clearance requirements for: Air Force personnel, personal property shipments, aircraft, and cargo movements to and from the European theater.

See **Attachment 1** for definitions of terms used in this instruction.

On inspection operations within the European theater, the overriding directives are DoD 5030.49-R, *Customs Inspection*, and USEUCOM Directive 30-3, *Military Customs Inspection Program*. This instruction provides supplementary guidance governing Air Force processes, where necessary. Command elements may supplement this AFI with approval from HQ USAF/LGTT. Elements provide two copies of proposed supplements to the office of primary responsibility (OPR).

SUMMARY OF REVISIONS

This is the first publication of AFI 24-401, It aligns the instruction with AFR 24-4 and AFIs 24-402, 403, 404, and 405.

1. Responsibilities:

1.1. Air Force Installations. Air Force installations and activities in the European theater must have a Department of Defense (DoD) Military Customs Inspection Program (MCIP) when required by

DoD 5030.49-R, *Customs Inspection*, and USEUCOM Directive 30-3, *Military Customs Inspection Program*. Headquarters USAFE Chief of Transportation provides, in conjunction with the Command chief of police, MAJCOM oversight for the MCIP. *Note: Sites with waivers from the unified command Executive Agent are exempt only for that part of their MCIP to which the waiver applies.* The term **Program** and acronym **MCIP** are interchangeable in this AFI.

1.2. Wing Commanders:

- Provide necessary personnel and resources to meet the accreditation requirements of DoD 5030.49-R and USEUCOM Directive 30-3.
- Direct unit commanders to provide information to the base MCIP manager to identify high-risk shippers.

1.3. Office of Special Investigation (AFOSI). Local OSI detachments:

- Identify high-risk shippers.
- Provide intelligence to the base MCIP manager.

1.4. Security Police:

- Identify high-risk shippers.
- Develop and implement preclearance inspections for aircraft and passengers flying to the Customs Territory of the United States (CTUS).
- Accomplish inspections of aircraft, air terminals, and other locations.
- Use drug detection dogs to inspect cargo areas and airframes when the MCIP manager these inspections.

1.5. Transportation Commanders. Transportation squadron or flight commanders:

- Are base focal point for the MCIP.
- Establish and implement a program to inspect or examine personal property, cargo shipments, and aircraft destined for the CTUS.
- Appoint a program manager to develop, implement, and operate the program.
- Comply with DoD 5030.49-R and USEUCOM Directive 30-3.

1.6. DoD Customs Program Managers. The individual chosen to manage the local base program, normally the base traffic management officer, must:

- Comply with DoD 5030.49-R, USEUCOM Directive 30-3, and this AFI.
- Develop and present training courses for military customs inspector (MCI) candidates.
- Ensure that MCIs meet all requirements to perform their duties.
- Establish standards and procedures to inspect and examine personnel, accompanied baggage, property shipments, cargo, and aircraft.
- Identify to the maintenance flight chief MCIs for airframe and engine inspections, including-components that are packaged in base aircraft maintenance shops.
- Ensure that MCIs are trained and qualified to inspect airframes.
- Control and issue customs stamp.

1.7. Military Customs Inspectors (MCI). Bases select, train, and appoint MCIs. They must:

- Inspect and examine DoD personnel, accompanied and unaccompanied baggage, personal and cargo shipments, aircraft, patients, and human remains returning to CONUS.
- Meet the theater personnel qualification criteria for appointment to perform MCI duties..
- Report violations according to regulatory guidance.
- Instruct and train newly assigned MCIs.

1.8. Medical Treatment Facility. The medical treatment facility commander provides medical advice and assistance on public health requirements concerning contaminated soil, disease organisms (agricultural or communicable diseases), and pests.

1.9. Maintenance Flight Chief:

- Assists Traffic Management Officer with arranging for drug-detection dogs to examine airframes whenever dogs are available and as ground time allows.
- Assists Traffic Management Officer with developing checklists to aid MCIs in completing airframe inspections.
- Ensures that flight line maintenance MCIs are designated and available solely to process high priority door-to-door shipments. The maintenance support unit may receive a customs stamp and must comply with inspection procedures in DoD 5030.49-R and EUCOM Directive 30-3.

2. Policies.

2.1. General. Air Force activities assigned, temporarily or permanently, to the European theater must comply with USEUCOM Directive 30-3. The directive covers air terminal, personal property, privately owned vehicle, and cargo MCIP operations.

2.2. Policy Exceptions. Air Force activities that want a policy exception or waiver to either EUCOM, Air Force, or DoD requirements must submit a request, with detailed justification, to HQ USAFE/RSLT, Unit 3050, Box 105, APO AE 09094-0105. *Note: HQ USAFE/RSLT does not consider requests for policy exceptions unless the requesting unit fully justifies the waiver or exception.*

2.2.1. HQ USAFE/RSLT decides whether to approve the request. If they approve, they send a recommendation to the theater program manager, with courtesy copies to the HQ USEUCOM Executive Agent (USCINCEUR/ECJ1-CEA, APO AE 09086), and HQ USAF/LGTT, 1030 Air Force Pentagon, Washington, DC 20330-1030.

2.3. Customs Stamps. Use of these stamps authenticate that inspections, examinations, and other customs and border clearance requirements of the customs program meet US and host nation laws and regulations.

2.3.1. The stamp controlling authority issues and manages all base stamps.

2.3.2. In addition to normal customs programs (i.e., air terminal, personal property, traffic management cargo, etc.), ensure that stamps go to:

- Each squadron flight line maintenance activity and one for each maintenance squadron shopships parts to depots to ensure expeditious processing of high priority door-to-door-shipments.
- Other units that process cargo directly into the Defense Transportation System (DTS).

2.4. Inspecting Foodstuffs:

- 2.4.1. MCIs ensure that all food and food preparation on board aircraft meet USDA requirements.
- 2.4.2. Flight kitchens and caterers use meats and produce of US origin for passengers and crews on precleared flights, unless other sources of supply are approved by USDA.
- 2.4.3. US Government (military) kitchens or other approved sources handle catering for precleared flights.

2.5. Inspecting Aircraft. MCIs inspect all DoD-owned or -controlled aircraft going to the CTUS. Airframe-qualified MCIs inspect aircraft and its equipment. *Note: Termination of aircraft inspection programs may cancel these requirements.*

- 2.5.1. Develop inspection checklists for assigned aircraft.
- 2.5.2. Use theater inspection procedures to prevent movement of unauthorized articles.
- 2.5.3. Inspect, periodically, CTUS-bound cargo with a dog team.
- 2.5.4. Keep inspected aircraft in a controlled area to prevent unauthorized access.

2.6. Inspecting Personnel. MCIs inspect or examine personnel only when theater directives require such inspections.

2.7. Inspecting Personal Property Shipments. MCIs inspect only those personal property shipments the TMO or program manager identify for inspection. Use the criteria in DoD 5030.49-R or the EUCOM Directive.

3. Retrograde Materiel:

3.1. Scope of Program. Air Force activities within the theater must establish a program enabling them to identify potential shipment hazards and quarantine problems and to inspect materials and carriers. In addition, they must establish control procedures to:

- Prevent accidental shipment of explosives and other hazardous material that can remain in aircraft, vehicles, containers, weapons, empty projectiles, or general cargo.
- Identify, isolate, or eliminate contaminated soil, animal disease organisms, or pests of public health or agricultural concern.

3.2. Procedures:

3.2.1. MCIs must examine closely all containers to make sure that they are clean and free of evidence of insect or rodent infestation. In particular, they must make sure that there is no evidence of Gypsy Moth larva and snail droppings, which are common in the EUCOM and which present a real danger to United States agricultural interests.

3.2.2. Shippers must ensure that any cargo presented to transportation activities for movement is clean and free of signs of insect or rodent infestation.

3.3. Contingency Redeployment Support. Air Force activities planning deployments to the European theater must work with HQ USAFE/RSLT to plan for the inspection or examination requirements during the subsequent redeployment. Failure to coordinate can delay the retrograde movement of material to the CTUS or delay MCI support, special steam-cleaning, or any other needed cleaning measures.

3.4. Aerial Port Operations. Personnel who load cargo on to aircraft must inspect outbound cargo and baggage to ensure that it is clean. They must delay movement of any cargo that is not clean, nor has proper certification, and notify the air terminal manager of the problem. The air terminal manager directs the shipper to correct all deficiencies.

3.5. Entomology Support. When MCIs discover insect or rodent infestation and cannot eliminate it through normal cleaning or eradication methods, they must get help from local base entomology officials.

3.6. Inspecting Cargo. Traffic management, supply, on flight time maintenance personnel who package and seal cargo:

- Inspect items for agricultural pests, contraband, and drugs during packaging.
- Have the MCI stamp and sign appropriate shipping documents.

4. Contractor Support:

4.1. Procedures:

4.1.1. Shipments that contractors give to Air Force traffic management offices (TMO) for movement to the CTUS do not necessarily qualify for duty-free entry.

4.1.2. MCIP program managers process shipments in accordance with DoD 5030.49-R, USEUCOM Directive 30-3, and with guidance from Federal Inspection Service (FIS) personnel.

4.1.3. MCIs examine contractor shipments given to TMOs to minimize the probability of smuggling and to ensure compliance with agricultural and customs entry requirements. For example, shipments must be free of soil and signs of insect infestation.

4.2. Contractor Requirements. Contractors must give necessary documentation, that DoD 5030.49-R and USEUCOM Directive 30-3 specify, to Air Force TMOs to enable them to process those shipments.

5. Host-Nation Customs Requirements:

5.1. General. Procedures to use for duty-free entry of US shipments into European countries are in USAFER 75-4/USNAVEUR 4600.7E/USAREUR Regulation 55-355, *Joint Transportation and Traffic Management Regulation-Central Europe*, and other joint theater, regulations.

5.2. Cargo. Each country in the European theater has specific requirements to satisfy before US property can enter their territory in a duty-free status.

5.2.1. Air Force activities shipping cargo to European destinations by commercial means should notify destination TMOs of the shipment in advance. This action enables consignees to quickly process the shipment through host-nation customs.

5.2.2. Contractor cargo may not qualify duty free entry into foreign countries. The contractor must provide all necessary documentation to the TMO to prove that the cargo may receive duty-free entry.

5.3. Personal Property and Privately Owned Vehicles.

5.3.1. The Military Traffic Management Command (MTMC) *Personal Property Consignment Guide* specifies host-nation customs requirements for personal property, including privately owned vehicles (POV).

5.3.2. A TMO's failure to provide complete documentation and thorough counseling to personal property owners can result in significant delays in members receiving their personal property. It also can result in host nation customs officials confiscating the members personal property.

6. General Administrative Guidance:

6.1. General Information. For advice on situations not described in DoD 5030.49-R, USEUCOM Directive 30-3, or this publication, promptly contact HQ USAFE/RSLT. Prompt action gives the appropriate offices time to coordinate entry and exit and prevents delays in movement of passengers, materials, and conveyances.

6.2. References. See **Attachment 1** for a glossary of references, acronyms, and terms.

JOHN M. NOWAK, Lt Gen, USAF
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Attachment 1

GLOSSARY OF REFERENCES, ACRONYMS, AND TERMS

References

DoD 4500.34R, *Personal Property Traffic Management Regulation*

DoD 5030.49-R, *Customs Inspection*

Military Traffic Management Command Publication: *Personal Property Consignment Instruction Guide Worldwide, Volume 2, Overseas*

AFPD 24-1, *Personnel Movement*

AFI 24-201, *Cargo Movement*

AFI 48-102, *Medical Entomology Programs*

AFR 75-2/AR 55-535/NAVSUPINST 4600.70/MCO P4600.14B/DLAR 4500.3, *Defense Traffic Management Regulation*

USEUCOM Directive 30-3, *Military Customs Inspection (MCI) Program*

(OPR: USCINCEUR/ECJ1-CEA)

USAFER 75-4/USNAVEUR 4600.7E/USAREUR Regulation 55-355, *Joint Transportation and Traffic Management Regulation - Central Europe* (OPR: HQ USAREUR/AEAG-D-TM)

Abbreviations and Acronyms

AFOSI—Air Force Office of Special Investigation

CTUS—Customs Territory of the United States

DTS—Defense Transportation System

EUCOM—European Command

MCI—Military Customs Inspector

MCIP—Meliorate Customs Inspection Program

TMO—Traffic Manager Office

USAFE—United States Air Forces Europe

Terms

Contractor—An individual or company having a valid signed agreement (contract) to provide goods or services to the US Government. Individuals may have funded travel orders to move personal property.

Customs Inspection Program Manager—A person appointed to oversee an installation's MCIP for the inspection of personal property, cargo, passenger, and aircraft. At most installations the security police organization operates the aircraft and air terminal programs.

Customs Territory of the United States (CTUS)—An area defined in DoD 5030.49R. An approved MCIP controls movement of people or property into CTUS.

Executive Agent—An organization designated to act as the DoD interface with the DoD Executive Agency. In the European theater, USCINCEUR/ECJ1CEA is the theater executive agent.

HighRisk Shipper—A shipper identified as having a greaterthanaverage probability of including restricted or prohibited items within his or her personal property shipment.

Military Customs Inspector (MCI)—Commissioned officers; warrant officers; enlisted personnel with the rank of E4 or above; enlisted security or military police personnel, regardless of rank, who have satisfactorily completed a US Customsapproved training course and work under direct supervision of a noncommissioned officer; and Department of Defense civilian employees who are citizens of the United States with GS5 or above grade.

Military Customs Inspection Program (MCIP)—A systematized program to facilitate the movement of Air Force personnel, equipment, and conveyances from overseas areas to the CTUS and between overseas countries where Air Force personnel are stationed or deployed. To this end the MCIP develops procedures; trains MCIs; and provides inspections, examinations, facilities, and sterile areas. The program implements DoD 5030.49-R, Customs Inspection.

MCIP Advisor—An official who advises the office of the Executive Agent on customs and border clearance requirements. He or she also recommends accreditation for installation customs programs, based on inspections and staff assistance visits. One of the following services provides this official:

- US Customs Service (USCS).
- Animal and Plant Health Inspection Service (APHIS).
- Immigration and Naturalization Service (INS).
- Public Health Service (USPHS).